

TOWN OF NEWINGTON
BOARD OF EDUCATION ROOF REPLACEMENT PROJECT BUILDING
COMMITTEE

SPECIAL MEETING MINUTES

June 27, 2011

TOWN HALL CONFERENCE ROOM TWO

- I. Call to Order –the meeting was called to order at 7:05 PM.
- II. Roll Call – Members present: Dan Carson, Chairperson, Myra Cohen, Scott McBride, Jay Bottalico and Clarke Castelle. Others present: Lou Jachimowicz, Business Administrator; and Jeff Baron, Dir. of Administrative Services.
- III. Public Participation - None
- IV. Approval of prior meeting minutes –Mrs. Cohen made a motion that the Committee approve the minutes of the March 21, 2011 meeting as presented. Second by Mr. Castelle. The motion passed unanimously.
- V. Review and take action on bids and project budget for John Wallace Middle School partial roof replacement – Mr. Jachimowicz gave a brief explanation of the State’s process for projects of this nature: the Town appropriates the funds for work, files paperwork with the State, a reimbursement percentage is assigned, documents are submitted and reviewed for compliance, all issues from the review process are addressed, and the State then issues authorization to go out to bid. For this project the Town appropriated \$600,000 for this project in 2010-11. The project was assigned a 58.21% reimbursement level, which should be good for a roughly \$1.4 million project. Financial commitment and a State project number are usually turned around in a month. It has now been ten months since Newington’s application was submitted. The State still has not confirmed its financial commitment. As of July 1, \$1,870,000 will be appropriated. What to contract for will depend on the comfort level of the Town Council and the Project Building Committee as they look to move forward. There is no reason to believe the Town will lose the money, as long as the Town does what it is supposed to and makes the proper submissions at the correct times. The Town has received the go ahead from the State to do the work, just not the financial commitment. Bids were opened this past week for replacing the roof on the center section of Wallace Middle School and the spokes which are attached to that center section. Each section was given a letter in the bid. The low bidder for all

the work was Commercial Roofing and Contracting of Putnam. Mr. Bottalico noted that failure by the state to come through with their reimbursement would cost the Town over a million dollars. Mr. Baron reported that Commercial Roofing had successfully completed the roof work at both Green and Chaffee schools in 2005-06. The cost for all work would be \$1,318,935, which is believed to be a good price, received during a favorable bidding climate. The bid amount is slightly under the architect's construction estimated cost prepared in March. The roof work needs to be done due to the age and current condition of the roofs. Mr. Baron distributed a budget for this project, reflecting a 10% contingency and anticipated expenditures of \$1,606,824. Mr. Castelle made a motion that the School Roof Replacement Project Building Committee recommend to the Newington Town Council that it accept the bid of Commercial Roofing and Contracting, Inc., of Putnam, for the amount of \$1,318,935 for the roof areas at John Wallace Middle School identified as A through J in Bid Number 5, 2010-11, and that the Town Council also accept the project budget as presented. Second by Mrs. Cohen. The motion passed unanimously by a vote of 5 YES to 0 NO.

- VI. Any Other Business Pertinent to the Committee – The Committee will meet in the future on an as needed basis. It was agreed by consensus that Mr. Carson, as the Committee Chair, can give verbal approval to change order requests up to \$5,000 each in advance of formal Committee action in order to keep the project moving forward in a timely manner. All change order requests will still be voted upon by the entire Committee.
- VII. Public Participation – None.
- VIII. Committee response to public participation – None.
- IX. Adjournment – the meeting adjourned at 7:33 PM.

Respectfully submitted,
Jeff Baron
Director of Administrative Services